



**REGULAR MEETING of the  
San Mateo County Bicycle and Pedestrian Advisory Committee (SMCBPAC)  
Thursday, October 20, 2016**

San Mateo City Hall  
330 West 20<sup>th</sup> Street, Conference Room A  
City of San Mateo, California 94403  
7:00 p.m.

*If you wish to speak to the Committee, please fill out a speaker's slip located on the tables as you enter the meeting room. If you have anything that you wish to be distributed to the Committee and included in the official record, please hand it to a member of SMCBPAC staff who will distribute the information to the Committee members and other staff.*

- 1. WELCOME**
- 2. ROLL CALL**
- 3. PUBLIC COMMENT**

This item is reserved for persons wishing to address the Committee on any SMCBPAC-related matters that are as follows: 1) Not otherwise on this meeting agenda; 2) Staff Report on the Regular Agenda; or 3) Committee Members' Reports on the Regular Agenda. Public comments on matters not listed above shall be heard at the time the matter is called.

As with all public comment, members of the public who wish to address the Committee are requested to complete a speaker's slip and provide it to SMCBPAC staff. Speakers are customarily limited to two minutes, but an extension can be provided to you at the discretion of the Committee Chair.

- 4. ACTION TO SET AGENDA**

This item is to set the final regular agenda.

**REGULAR AGENDA**

- 5. Review and Approve September 29, 2016 Meeting Minutes (Action)**
- 6. Adopt 2016/2017 Work Plan (Action)**

**7. Approve Additional Meeting in January (Action)**

**8. Countywide Transportation Plan (Action)**

- Draft and approve recommendations to C/CAG regarding Transportation Plan

**9. Parking Restrictions on Santa Cruz Ave (Action)**

- Draft and approve recommendations to Board of Supervisors regarding proposed parking restrictions on Santa Cruz Ave near Sand Hill Road

**10. County Update (Information)**

**11. Announcements (Information)**

**12. Adjournment**

Public records that relate to any item on the open session agenda for a regular Committee meeting are available for public inspection. Those records that are distributed less than 72 hours prior to the meeting are available for public inspection at the same time they are distributed to all members, or a majority of the members of the Committee. The Office of Sustainability, located at 455 County Center, 4th Floor, Redwood City, CA 94063, has been designated for the purpose of making those public records available for inspection. The documents are also available on the SMCBPAC's Internet Web site. The website is located at: [http://green.smcgov.org/active\\_transportation](http://green.smcgov.org/active_transportation).

*Meetings are accessible to people with disabilities. Individuals who need special assistance or a disability-related modification or accommodation (including auxiliary aids or services) to participate in this meeting, or who have a disability and wish to request an alternative format for the agenda, meeting notice, agenda packet or other writings that may be distributed at the meeting, should contact Dave Jaeckel, Sustainability Management Fellow, at least two working days before the meeting at (650) 363-4178 and/or [DJaeckel@smcgov.org](mailto:DJaeckel@smcgov.org). Notification in advance of the meeting will enable the SMCBPAC to make reasonable arrangements to ensure accessibility to this meeting and the materials related to it. Attendees to this meeting are reminded that other attendees may be sensitive to various chemical based products.*



# San Mateo County Bicycle and Pedestrian Advisory Committee (SMCBPAC)

## MEETING MINUTES

*San Mateo City Hall, Conference Room A*

*City of San Mateo, California*

Thursday, September 29, 2016

7:00-9:00pm

### 1. WELCOME

Chairman Colman called the meeting to order at 7:03 pm.

### 2. ROLL CALL

#### **Present:**

Dianna Butcher

Gary Colman

Susan Doherty

William Kelly

Cristina Prather Persson

Carrie Doyle (alternate)

Natalie Gore (alternate)

#### **Members of the Public:**

Emma Shlaes

Jessica Garner

Debbie Schechter

#### **County Staff:**

Gwen Buckley

David Jaeckel

Jessica Mullin

D. Jaeckel conducted the roll call. A quorum was present.

### 3. PUBLIC COMMENT

Emma Shlaes, Policy Manager at Silicon Valley Bicycle Coalition, briefly introduced herself and her role leading bicycle advocacy in San Mateo County and working with the County on community outreach programs.

Jessica Garner, Sr. Community Health Planner at San Mateo Health System, introduced herself and discussed her work with Get Healthy, a program that works to create healthy and equitable communities by promoting healthy neighborhoods and active transportation.

#### **4. ACTION TO SET AGENDA**

Chairman Colman requested a motion to set the agenda.

*Motion: Susan Doherty moved to approve/William Kelly seconded. The motion carried unanimously.*

### **REGULAR AGENDA**

#### **5. DEVELOP 2016/2017 WORK PLAN**

Debbie Schechter, Participation Facilitator at Peninsula Conflict Resolution Center, introduced herself and facilitated a discussion on topics concerning the Committee and the BPAC Work Plan. Below are highlights from each topic.

##### What are you most excited about working on as a part of this Committee?

- Being here, improving things, facilitating creative solutions, addressing misunderstandings
- Diverse backgrounds on committee
- Having an impact, working on policy and advocacy
- Contributing to important projects, especially safety and access

##### What is your vision for the bike and pedestrian use in San Mateo County? What does a bicycle and pedestrian friendly community where cyclists, pedestrians, and motorists thrive look like?

- Connectedness across city lines, multi modal corridors
- Opportunity to choose other modes of transportation and get out of car
- Safety, Ease, Infrastructure
- Equitable investments in all modes
- Communication and education

##### What actions/accomplishments would you want to see San Mateo County and the BPAC make in the next four years to make your vision a reality?

- Connecting communities to parks for bikes, and pedestrians lanes and sidewalks especially Skyline
- Make it possible for all kids to safely bike and walk
  - Bike lanes
  - Street safety
  - Education and encouragement
- Possibilities to bike to work with bike parking
- Bike and pedestrian path from the Bay to the Sea
- More people riding and walking, fewer bicycle accidents and deaths
- Measure miles of bike lanes built or number of people/path

- County-wide standards/common approaches for bike paths

#### Future Meeting Ideas

- Keep vision/actions in mind as BPAC reviews County documents and plans
- Process: review documents and develop comments in advance of meeting
- Safe Routes to School
- More meetings

#### Ideas for education, outreach, encouragement and how to measure success.

- More people commuting by bike to work. Company incentives.
- Outreach to schools to get kids to bike
- Why do people think biking is dangerous?
  - communication and understanding; empathy, experience
- How to learn from other cities, counties, nonprofits, other BPACs; SV Bike Coalition Summit

#### COUNTY PRESENTATION ON BPAC WORKPLAN

David Jaeckel presented on the BPAC mission, role, and timeline. BPAC's mission is to work toward making the County of San Mateo a bicycle and pedestrian friendly community where cyclists, pedestrians, and motorists thrive. The main goals of the Committee include: a) advise the Board of Supervisors regarding priorities for bicycle and pedestrian projects and programs in the unincorporated County; b) make recommendations to Board of Supervisors regarding County programs; and c) coordinate with jurisdictions, partners, and bicycle and pedestrian advisory committees of other agencies on multi-jurisdictional issues.

#### **6. COUNTY UPDATE**

The County did not have an update.

#### **7. UPCOMING MEETINGS**

The meeting schedule for the 2016-2017 fiscal year is as follows:

- October 20, 2016
- February 16, 2017
- April 20, 2017
- June 15, 2017

The Committee proposed to add another meeting date in January and to set this as an action item for the next meeting.

#### **8. ANNOUNCEMENTS**

David Jaeckel announced the following information of interest to the committee:

- C/CAG's San Mateo Countywide Transportation Plan 2016 is a long-range, comprehensive transportation planning document intended to articulate clear transportation planning goals and objectives. A draft is available for review online and public comments are due by October 31.
- Plan Bay Area 2040 is a long-range integrated transportation and land-use/housing strategy through 2040 for the Bay Area. Plan Bay Area released a Draft Preferred Land Use Scenario which includes a transportation investment strategy. Public comments on Draft Preferred Scenario should be submitted by October 14.

## **9. ADJOURNMENT**

Chairman Colman requested a motion to adjourn.

*Motion: William Kelly moved to approve/Susan Doherty seconded. The motion carried unanimously.*

The meeting was adjourned at 8:52 pm.



**DATE:** October 14, 2016  
**COMMITTEE MEETING DATE:** October 20, 2016

**TO:** Bicycle and Pedestrian Advisory Committee (BPAC)  
**FROM:** David Jaeckel, Sustainability Management Fellow  
**SUBJECT:** 2016/2017 Annual BPAC Work Plan

### **RECOMMENDATION**

Review and approve the 2016/2017 Annual BPAC Work Plan.

### **BACKGROUND**

Each year staff prepares, and the Committee reviews and accepts, an annual work plan to share major focus areas, projects and events that are planned for the calendar year. The Work Plan is intended to be a guide for the Committee and staff.

### **DISCUSSION**

The San Mateo County BPAC Work Plan outlines the BPAC's mission, goals, actions, and focal topics. The Work Plan is updated every year and guides the BPAC meetings and workload.

The 2016/2017 BPAC Work Plan is outlined below.

***Mission: The BPAC works toward making the County of San Mateo a bicycle and pedestrian-friendly community where cyclists, pedestrians, and motorists thrive.***

#### **Principles** of the BPAC:

- **Education:** Child, Adult, Skills, Rules, Awareness, Classes, Activities
- **Encouragement:** Events, Publicity, Campaigns, Groups
- **Enforcement:** Crosswalks, Speeding, Crash Prevention, Diversion
- **Engineering:** Sidewalks, Trails, Cycletracks, Curb-Ramps, Maintenance
- **Equity:** Investment in Disadvantaged Communities, Removing Barriers to Participation (Language, Access, etc.)
- **Evaluation:** Measure Project Effectiveness, Publish Data

#### **Goals** of the BPAC:

- Advise the Board of Supervisors regarding funding priorities for bicycle and pedestrian projects and programs in the unincorporated County, including the Transportation Development Act Article 3 grant program.
- Make recommendations to the Board of Supervisors regarding the County's annual priority list of bicycle and pedestrian projects for the capital improvement program.
- Make recommendations to the Board of Supervisors regarding the County's annual road resurfacing, maintenance, and operations program.
- Make recommendations to the Board of Supervisors regarding encouragement and education programs to increase walking and bicycling for active transportation.
- Coordinate with jurisdictions, partners, and bicycle and pedestrian advisory committees of other agencies on multi-jurisdictional issues.
- Provide recommendations to committees, commissions, and departments on issues related to bicycling, walking, and complete streets.
- Review and provide recommendations to County staff on best practices and models related to walking and bicycling.
- Report and make recommendations to the Board of Supervisors no less than once in every 12 month period.

#### **Actions** for the BPAC:

- **Funding:** provide guidance to staff seeking funding for pedestrian and bicycle projects and programs from federal, state, and regional sources as well as private foundations and other organizations. Look specifically into the Transportation Development Act Article 3 grant program.
- **Funding:** recommend funding priorities for bicycle and pedestrian projects, including infrastructure, education, and promotion. Provide recommendations to the Board of Supervisors for action.
- **Planning:** monitor and advise on the updating and implementation of the County's new transportation plan. Review and provide recommendations to County staff regarding plans, policies, routes, Safe Routes to School, transit, traffic enforcement, and guidelines related to walking and bicycling.
- **Infrastructure:** review a) proposed bicycle and pedestrian infrastructure projects from the County's capital improvement program; b) the County's annual road resurfacing, maintenance, and operations program; c) the County's updated 2016 Bicycle Map; and d) Spatial Analysis of Bicycle and Pedestrian Collision and Factors research from the San Mateo County Department of Public Health. Provide recommendations to the Board of Supervisors for action.
- **Coordination:** Work to coordinate pedestrian and bicycle planning with other jurisdictions. Meet with City / County Association of Governments (C/CAG) to provide input on the County's updated transportation plan.
- **Advocacy and Outreach:** Receive input from the public during BPAC meetings related to bicycle and pedestrian transportation, recreation, and education

issues. Provide recommendations to committees, commissions, and departments on issues related to bicycling, walking, and complete streets.

- **Education and Encouragement Programs:** Review education and encouragement programs to increase walking and bicycling from other cities and counties. Provide recommendations to the Board of Supervisors for action.

**Topics** for the BPAC:

- County Bicycle Map Update
- 2016 County Bicycle and Pedestrian Count
- C/CAG 2016 Countywide Transportation Plan
- 2017 Annual Resurfacing Program
- Safe Routes to School
- Spatial Analysis of Bicycle and Pedestrian Collisions and Factors research from the County's Public Health Department
- Redwood City 2020 Community Partnership

**Schedule:**

Staff will provide a list of planned events and quarterly reports at the next Committee meeting.

**Committee Meetings:**

Meetings of the BPAC are held regularly on the third Thursday of the even numbered months (excluding December and August). The meetings begin at 7:00 pm at San Mateo City Hall, Conference Room A. San Mateo City Hall is located at 330 West 20<sup>th</sup> Street, City of San Mateo, California. The Committee meeting room is wheelchair accessible. Additional meetings may be set by the Committee as needs arise.

The meeting schedule for the 2016-2017 fiscal year is:

- October 20, 2016
- February 16, 2017
- April 20, 2017
- June 15, 2017

**Conclusion:**

Please consider approving this proposed 2016/2017 Annual BPAC Work Plan.